







Election Preparation

1. Nature of the Election

- a) Election for Governor, Lt. Governor and Attorney General
- b) Election for House of Delegates
- c) Two Bond Questions
- d) Meals Tax Question
- e) Turnout is questionable – probably ~40%



Election Preparation

1. Recount Possibility

- a) Attention to detail
- b) Sign all documents
- c) Sign the seals (not ahead of time)
- d) Take no chances
- e) Complete SOR
- f) Complete Write In Report
 - a) Don't worry with invalid (blank)
 - b) Report as written on ballot (tally like names)



Election Preparation

1. Recount Possibility

- g) Party Representation by OOE
- h) December



Election Preparation

1. Write In Certification Report

- a) Don't worry with invalid (blank votes)
- b) Report as written on ballot (tally like names)

2. Formal Write In Candidate Governor

- a) John O. Parmele, Jr. (Va. Beach)



Election Preparation

1. REPORT NUMBERS

- a) 10, 2 and 4



Election Preparation

1. PERSONNEL

- a) Station OOE outside – Rotate
- b) Chief and Deputy be available – observe the “big picture”



Election Preparation

1. PROVISIONAL BALLOTS

- a) Packets – BALLOT ONLY IN ENVELOPE
- b) 1A = normal AND ID-Only
- c) Document on the Provisional Ballot Report both the regular and the ID-ONLY provisional ballots issued
- d) 1B = extended poll hours – 50 in cage



Election Preparation

1. PROVISIONAL BALLOTS

- e) Voter marked as already voting, votes provisional ballot.
- f) Last 4 SSN all that is required.
- g) Be sure BOTH report documents AND the envelope are completed
- h) Notify Registrar's Office - ERVV or phone.

Minimize Use of Provisional Ballots!



Election Preparation

1. VOTER ID

- a) REQUIRED or a provisional ballot is voted using ID-ONLY provisional envelope
- b) Same chart listing acceptable IDs.
- c) Do not send voters home to get ID
- d) If other reason – regular provisional – and NO ID, check box on regular envelope – "Voter ALSO did not present required identification"



Election Preparation

1. VOTER ID

- a) PHOTO ID IS **NOT** REQUIRED.
- b) Multiple IDs are **NOT** required.



Election Preparation

1. OBSERVERS

- a) Must have letter of authorization signed by one of the candidates – may be a photocopy.
- b) Check identification of observer and confirm that the observer is a qualified voter of Virginia (does NOT have to be a Chesterfield voter) by having a Virginia resident address.



Election Preparation

1. OBSERVERS

- c) Observers REMAIN at the check-in table.
- 2. Observers are allowed to have electronic devices – they may not make calls while near the check-in table, nor may they take photographs at any time.
- 3. Observers should not be allowed to eat at check in table.



Election Preparation

1. CHALLENGED VOTERS

- a) Challenger must sign Affirmation of Eligibility under penalty of law (misdemeanor) that he has knowledge the person is ineligible and the specific reason the voter is ineligible.
- b) Challenged voter must sign form and then will be allowed to vote a regular ballot, NOT a provisional ballot.



Election Preparation

1. PERSONS AUTHORIZED IN POLLING PLACE

- a) Voters
- b) Party/Candidate observers with letter of authorization (1-3)
- c) Media for reasonable time
- d) Candidates for reasonable time
- e) NO ONE ELSE IS ALLOWED WITHOUT THE EXPRESS WRITTEN APPROVAL OF THE ELECTORAL BOARD (24.2-604(I)).



Election Preparation

1. 40 FOOT ZONE

- a) Measure using the new "wheeled" measuring device



Election Preparation

1. ELECTRONIC POLLBOOKS

- a) Check box for AutoMark and OP (Outside Polls)
- b) Pick-up EPBs and other supplies on Sunday November 3 from 3-6 using side door or all day Monday November 4 using front door. NO EPB SAT PICKUP.



Switch (hub) plugged on Battery Side



Full EPB Setup



Election Preparation

1. **Raymond Cady's cell phone for this Election ONLY = 804-920-6403.**



Election Preparation

1. SOR
 - a) Hand Counted Ballots
 - b) ALL should sign SOR
 - c) Number should tally or explanation required.
 - i. Ballot pack short
 - ii. Voter took ballot
 - iii. Spoiled ballot



Election Preparation

1. Send Results to Registrar's Office ASAP
2. Plan on arriving at the Registrar's office by 9:30 PM or call to advise status.



Election Preparation

1. Payroll Sheet

1. Have each worker verify their information (or make changes) and sign the payroll sheet.



Election Preparation

1. DS200 – All Precincts



Election Preparation

1. DS200



Results Tape	
Precinct Voting Report	
2012 BEU-01	
Ballots For Code 00001-01-01	
Total Ballots	1
Governor (Total)	
Terry R. McAlliff - D	0
Ken L. Susinelli II - R	0
Robert C. Garcia - L	0
Write In	0
Over Votes	0
Under Votes	1
Total Votes	1
Governor GOP DISTRICT 4	
Terry R. McAlliff - D	0
Ken L. Susinelli II - R	0
Robert C. Garcia - L	0
Write In	0
Over Votes	0
Under Votes	1
Total Votes	1
Lieutenant Governor (Total)	
John S. Harrison - D	0
E. M. Jackson - R	0
Write In	0
Over Votes	0
Under Votes	1
Total Votes	1
Lieutenant Governor GOP DISTRICT 4	
John S. Harrison - D	0
E. M. Jackson - R	0
Write In	0
Over Votes	0
Under Votes	1
Total Votes	1

Election Preparation	
1. Miscellaneous Info	
a) Republican Sample ballot on golden-rod paper - OK	
b) 310 and 402 – AP doing exit interviews and will want precinct results at end of night.	

Election Preparation	
1. Post election review – reminders	
1. Do not return "yard signs" in/on cage – bring in election night or keep for next election	
2. Equipment keys in Envelope 7B	
3. EPB thumb drives in clear pouches marked for Registrar/Court	
4. Document issues on Unusual Activity and Equipment Defect Report	
5. Instructions NOT followed properly	

Election Preparation

1. Documents
 1. What If
 2. Election Day Guide
 3. Certification materials
 4. Moved voter sheet
 5. Voter ID guide
 6. EPB Setup and User guide



Election Preparation

1. Elections becoming more complex
2. OOE's being held accountable
3. Recount possibility



Election Preparation

THANK YOU!

HAVE A GREAT ELECTION DAY!


